



Sharon Priest
SECRETARY OF STATE

State of Arkansas SECRETARY OF STATE

Temporary Displays on State Capitol Grounds

In order to place any temporary display on the State Capitol Grounds it is necessary for a sponsor to do the following:

1. The Sponsor shall send a written request.
2. If the display is movable it is necessary to be attended by the sponsor or designee at all times.
3. The Secretary of State or designee shall determine the location and length of time for the display.
4. Sponsor shall hold harmless the Secretary of State or any other governmental agency for any and all damage, destruction, theft or vandalism of the display.
5. Sponsor is responsible for making, maintaining and removing the display.
6. The Sponsor may be responsible for any utilities or labor in making, maintaining and removing display.
7. No display will be allowed to interfere with pedestrian or vehicle traffic flow.
8. Sponsor required to obtain written permission from the Building and Grounds Director to schedule a time to make, maintain and remove display.
9. If the sponsor fails to follow these requirements, the Secretary of State may remove the display at the owner's expense.
10. Sponsor is responsible to return the Capitol Grounds to substantially the same conditions as before the display was placed on the Capitol Grounds. Sponsor is responsible for any and all damage caused by the display and is required to repair such damage. Damage includes personal injury due to display, resodding due to traffic to and from display, damage to the underground sprinkler system and any and all other conditions created by the display. Sponsor will be required to have insurance to cover damages caused by display.

EXHIBIT

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11. If the Sponsor fails to adhere to any of these requirements, the Secretary of State reserves the right to deny access to the Capitol Grounds for future displays.

By signing this document, the sponsor agrees to the above conditions:

Sponsor Signature

Name

Address

Phone Number